

**HEBER PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS
1078 Dogwood Rd., Suite 104
Heber, CA, 92249**

Thursday, August 17, 2017 at 6:00 p.m.

MINUTES

The District recognizes its obligation to provide equal access to those individuals with disabilities. Please contact the District (760-482-2440) two working days prior to the meeting with any special requests for reasonable accommodation.

1. CALL TO ORDER:

The meeting of the Board of Directors of the Heber Public Utility District was held at the District's meeting room and called to order at 6:03 pm by Director Garcia-Ruiz.

2. ROLL CALL:

Director's present at roll call: S. Escobedo, D. Garcia-Ruiz, P. Tabarez, Jr. Also present General Manager Laura Fischer, Board Secretary Raquel Carrillo, Finance Manager Graciela Lopez, and General Counsel Steve Walker. Director Sandoval arrived at 6:35 pm and Director Nolasco, Jr., arrived at 7:30 pm.

3. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Director Garcia-Ruiz

4. APPROVAL OF AGENDA:

Motion to approve the Agenda as presented was made by Director Tabarez, Jr., seconded by Director Escobedo.

Motion approved by Roll Call: 3/0 w/two absent

AYES: S. Escobedo, D. Garcia-Ruiz, P. Tabarez, Jr.

ABSENT: T. Sandoval, M. Nolasco, Jr.

5. PUBLIC PRESENTATIONS/COMMENT: None at present time.

The Board may set time limits on the amount of time any speaker can use to address the Board. Members of the public are allowed to make comments about anything not listed on the agenda. If the comments concern an agenda item, they must wait until that item is up for discussion. If you wish to address the Board, please fill out a "Request to Speak Form" and hand it to the Clerk of the Board and when recognized by the President of the Board, go to the podium and address the Board. The Board can't take action on any item not on the agenda.

6. CONSENT AGENDA: Any item on the Consent Agenda may be removed and placed under New Business at the request of any Board Member or member of the Public.

A. Approve Minutes for the regular meeting of June 15, 2017.

B. Approve Current Demands for June and July 2017.

- C. Approve Budgeted Out of State Travel and Authorize Three Operators to Attend Tri-State Training in Las Vegas, NV on September 25th – 28th.
- D. Authorize the General Manager to Attend the CSDA Annual Conference in Monterey, CA on September 25th – 28th.
- E. Authorize the IID Local Entity Grant Award and Request Project Modification.
- F. Approve the 2017-2019 Web Hosting GIS Data and Data Service Agreement with the County of Imperial and Authorize the General Manager to Execute.

The Motion to Approve the Consent Agenda as presented was made by Director Tabarez, Jr., seconded by Director Escobedo.

Motion approved by Roll Call: 3/0 w/two absent

AYES: S. Escobedo, D. Garcia-Ruiz, P. Tabarez, Jr.

ABSENT: T. Sandoval, M. Nolasco, Jr.

7. REPORTS:

- A. President and Director's Comments. Director Garcia-Ruiz mentioned that she will not be running in the upcoming election this coming year. Mentioned that she attended the Summer Splash at Tito Park and that kids in Heber had a lot of fun at the Summer Splash.
- B. Operations Report for June and July 2017. Informational Report
- C. Engineer's Report Regarding:
 - a) Water Treatment Plant Improvement Project. Juny from The Holt Group gave an update on the WTP Improvement Project.
 - b) THM Removal System Data Analysis. Laura gave a brief presentation regarding the THM Removal System Data Analysis.
- D. General Manager's Report. Report given to Board of Directors

8. NEW BUSINESS: Discussion and Possible Action

- A. Approve Change Order Number 11 to the Water Treatment Plant Improvement Project for a total project construction cost increase of \$62,601.54 - General Manager

Motion to Approve Change Order Number 11 to the Water Treatment Plant Improvement Project for a total project construction cost increase of \$62,601.54 was made by Director Escobedo, seconded by Director Tabarez, Jr.

Motion approved by Roll Call: 4/0 w/one absent.

AYES: S. Escobedo, T. Sandoval, D. Garcia-Ruiz, P. Tabarez, Jr.
ABSENT: M. Nolasco, Jr.

- B. Approve Change Order Number 1 to the Wastewater Treatment Plant Influent Pump Station Project in the amount of \$8,892.72 – General Manager

Motion to Approve Change Order Number 1 to the Wastewater Treatment Plant Influent Pump Station Project in the amount of \$8,892.72 was made by Director Tabarez, Jr., seconded by Director Sandoval.

Motion approved by Roll Call: 4/0 w/one absent

AYES: S. Escobedo, T. Sandoval, D. Garcia-Ruiz, P. Tabarez, Jr.
ABSENT: M. Nolasco, Jr.

- C. Authorize the General Manager to Execute an Agreement with The Holt Group to Provide Professional Services to Update the 2012 Service Area Plan and Authorize a Budget Modification for an Amount Not to Exceed \$21,000 – General Manager

Motion to Authorize the General Manager to Execute an Agreement with The Holt Group to Provide Professional Services to Update the 2012 Service Area Plan and Authorize a Budget Modification for an Amount Not to Exceed \$21,000, was made by Director Tabarez, Jr., seconded by Director Escobedo

Motion approved by Roll Call: 3/1 w/one absent

AYES: S. Escobedo, D. Garcia-Ruiz, P. Tabarez, Jr.
NOES: T. Sandoval
ABSENT: M. Nolasco, Jr.

- D. Approve Calendar of Events for September through November 2017 – General Manager. The motion to Approve the Calendar of Events for September through November 2017 was made by Director Tabarez, Jr., seconded by Director Escobedo.

Motion approved by Roll Call: 4/0 w/one absent

AYES: S. Escobedo, T. Sandoval, D. Garcia-Ruiz, P. Tabarez, Jr.
ABSENT: M. Nolasco, Jr.

- E. Authorize Waiver of Ordinance 220, which will allow the sale and consumption of alcohol for two community events to be held at Tito Huerta Park.

- a) Proyecto Heber Car Show on Saturday on October 14th
- b) HPUD Annual Parade, Street Fair and Run on October 28th

Motion to Authorize Waiver of Ordinance 220, which will allow the sale and consumption of alcohol for two community events to be held at Tito Huerta Park was made by Director Sandoval, seconded by Director Escobedo.

Motion approved by Roll Call: 3/0 w/one absent and one abstention

AYES: S. Escobedo, T. Sandoval, P. Tabarez, Jr.

ABSENT: M. Nolasco, Jr.
ABSTAIN: D. Garcia-Ruiz

9. OLD BUSINESS: Discussion and Possible Action

- A. Private Fire Hydrant Rate Implementation Plan – General Manager
Item was tabled for next meeting.
- B. Review and Approve the Five Year Capital Improvement Program Project List Via Resolution 2017-8 – General Manager
Item was tabled for next meeting.
- C. Review and Approve the Financial Reserve Guidelines via Resolution 2017-9 – General Manager
Item was tabled for next meeting.

10. ANNOUNCEMENTS:

- A. Board of Supervisors meets every Tuesday in August and September (except August 22 & 29 and September 5) @ 8:30 am at 940 W Main St., El Centro.
- B. CSDA newsletter www.csda.net

11. CLOSED SESSION:

The motion to go into Closed Session @ 8:49 pm was made by Director Nolasco, Jr., seconded by Director Escobedo.

Motion approved by Roll Call: 5/0

AYES: S. Escobedo, M. Nolasco, Jr., T. Sandoval, D. Garcia-Ruiz, P. Tabarez, Jr.

- A. Government Code Section § 54956.9(b) Conference with Legal Counsel - Potential Litigation – 1 Item
Board of Directors gave staff authorization to execute an Agreement with Insurance Company of The West, motion was made by Director Tabarez, Jr., seconded by Director Nolasco, Jr.

Motion approved by Roll Call: 5/0

AYES: S. Escobedo, M. Nolasco, Jr., T. Sandoval, D. Garcia-Ruiz,
P. Tabarez, Jr.

The Board reconvened back to Open Session at 8:56 pm.

12. ADJOURNMENT:

Motion to adjourn the meeting at 8:57 pm was made by Director Sandoval, seconded by Director Nolasco, Jr.

Motion approved 5/0

AYES: S. Escobedo, M. Nolasco, Jr., T. Sandoval, D. Garcia-Ruiz, P. Tabarez, Jr.

Minutes of the Regular Meeting for August 17, 2017, were prepared by Raquel Carrillo – Secretary of the Board

Heber Public Utility District is an equal opportunity provider and employer.

Raquel Carrillo

